

**SECRET**

SAPC - 6730

Copy 4 of 8

5 June 1956

Dear Bert:

In our letter of 14 May 1956, we discussed certain arrangements to be made for personnel traveling overseas. Now that our first IDY personnel are starting to return to the XI from Base "A", we wish to add the following:

1. All personnel returning to the XI should forward to Headquarters, via registered mail, all documentation; i.e., passport, I.D. cards and military travel orders.
2. Headquarters may wish from time to time to see certain persons returning from the field. In such cases we will contact the field prior to the departure of the personnel concerned and request that they return via Washington, D.C. Such personnel reporting to Headquarters will also be able to return all documentation at that time, such as passport, I.D. cards and military travel orders.

Sincerely,

Jim C.

25X1A

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Distribution:

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DOCUMENT NO. 52

NO CHANGE IN CLASS.

☐ DECLASSIFIED

CLASS. CHANGED TO: TS S C 2012

NEXT REVIEW DATE:

AUTH: HR 70-2

**SECRET**

SAPC-6488

Dear Burt

Attached is a sheet giving directions re application for passport. For additional information you may call our Bill W. using the telephone number you have for me.

GEORGE

OFF:vd 13 August 1956

Distribution:

Orig -  25X1A

- 2 - Contract File
- 3 - Chrono
- 4 - Reading

25X1A



DOCUMENT NO. 53  
NO CHANGE IN CLASS X  
EX DECLASSIFIED  
CLASS CHANGED TO: TS S C 2012  
NEXT REVIEW DATE: 120172  
AUTH: 120172 REVIEWER: 010856

SECRET

DIRECTIONS ON APPLICATION FOR PASSPORT:

1. Application should be made in person to Room 506, Federal Building, Los Angeles, California.

2. Must take with you:

- a. Two (2) copies of orders
- b. Two (2) passport photographs if you previously had a passport (have 12 made and retain extras for possible visa applications in future)
- c. Four (4) passport photographs if you have never had a passport previously (have 12 made and retain extras for possible visa application in future)
- d. FEE: \$1.00 (place on expense account)
- e. Proof of citizenship:
  - (1) An expired but not invalidated passport\*
  - (2) A valid passport with only six months life\*
  - (3) A birth certificate and/or Naturalization papers (where applicable) and/or Birth Affidavit.
- f. Completed copy of application form (with dates and places of birth of parents and/or naturalization dates/port of entry).

\*If passport not in your possession, state where you last saw it and year it was issued.

3. Instructions:

- a. You need not indicate Port of Embarkation (Travel Plans) This is covered in your orders.
- b. For delivery point of passport (Mailing Address), indicate Military District, Washington. (Indicate "Will Call MDW 129")

- d. Tell clerk you wish a NO FEE Passport.
- e. On separate slip of paper have names and addresses of two people (not immediate family such as wife or children, etc.) who have known you for two or more years. Tell clerk you are presenting them in lieu of witness.
- f. Bureau is open 8:30 a.m. to 4:00 p.m., Monday through Friday. Best time is early in the morning.
- g. DO NOT SIGN APPLICATION UNTIL CLERK DIRECTS YOU TO DO SO.
- h. Give clerk air mail postage and insist on air mailing documents to Washington.

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